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## **COMMUNITY SERVICES COMMISSION**

**Barbara Cardillo  
Toni Blackstock  
Christine Currie  
Susan Gomez**

**Nancy Marcus  
Leena Iyar  
Yiran (Jimmy) Zhang**

### **TOWN OF LOS GATOS COMMUNITY SERVICES COMMISSION**

**DECEMBER 6, 2007  
5:00 P.M.**

**208 East Main Street, Room 208  
Neighborhood Center (Upstairs)  
Los Gatos, California**

#### **PARTICIPATION IN THE PUBLIC PROCESS**

The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item NOT on the agenda, you may do so during the "Verbal Communications" period. The time allocated to speakers may change to better facilitate the Community Services Commission meeting.

The purpose of the Community Services Commission meeting is to conduct the business of the community in an effective and efficient manner. This is done by following meeting guidelines set forth in State law and in the Town Code. Conduct which is considered disruptive during Community Services Commission meetings include, but is not limited to:

- Addressing the Community Services Commission without first being recognized;
- Interrupting speakers, Community Services Commission members, and Town staff;
- Continuing to speak after the allotted time has expired;
- Failing to relinquish the podium when directed to do so; and
- Repetitiously addressing the same subject.

For the benefit of the community, the Town of Los Gatos asks that you follow the Town's meeting guidelines while attending Community Services Commission meetings and treat everyone with respect and dignity.

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Services Department at (408) 354-6888. Notification 48 Hours before the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting. [28 CFR 35, 102-35.104]**

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**1. ROLL CALL**

**2. MINUTES**

- 2.1 Approval of November 1, 2007 Minutes (Attachment 1)

**3. COMMUNICATIONS**

(Three minute time limit per speaker for subjects not on agenda.)

- 3.1 Verbal

- 3.2 Written

**4. COMMITTEE REPORTS**

- 4.1 Grant Evaluation Committee: Review Project Schedule (Gomez)

- 4.2 Steering Committee: No Report (Cardillo)

- 4.3 Disaster Preparedness/CERT Activities: Informational Report (Cardillo)

**5. LIAISON REPORTS: Informational Reports**

- 5.1 General Plan Committee (Cardillo)

- 5.2 County Housing and Community Development; Citizens Advisory Committee's Orientation Meeting (Gomez)

- 5.3 Town Youth Commission (Iyar)

- 5.4 Drug Free Community (Blackstock)

- 5.5 Senior Consortium/Council on Aging (Marcus)

**6. OTHER BUSINESS**

- 6.1 Community Services Connections: Commissioner Reports

**7. ADJOURNMENT**

**ATTACHMENTS:**

1. November 1, 2007 Minutes
2. Community Grant Schedule

**ATTENDANCE:** Please contact the Commission Chair or the Community Services Department at (408) 354-6888 if you are unable to attend. The current Town Attendance Resolution states that any commissioner who is absent from four regular meetings held in a twelve month period, shall surrender his or her office on the Commission.

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Community Services Commission Timeline  
DRAFT

<b>Date</b>	<b>Task</b>
December 20, 2007	Public notice in Los Gatos Weekly: availability of funds
January 2, 2008	Applications available
January 31, 2008	Applications due by 4:30 p.m.
February 1 – February 12, 2008	Staff review applications and prepare summary documents.
February 7, 2008	Application and summary documents given to Community Services Commission Evaluation Committee at regular February Community Services Commission meeting.
February 12, 2008	Community Services Commission Evaluation Committee meets to review applications and summary documents, and contacts applicants as needed. Committee meets to consider allocation recommendations. Applicants invited to meeting for brief presentation and question/answer period.
February 29, 2008	Public Hearing Notice for Community Services Commission meeting in Los Gatos Weekly.
February 29, 2008	Community Services Commission meeting packet mailed to Commissioners and applicants. Applicants invited to attend meeting, for brief presentation and question/answer period.
March 6, 2008	Community Services Commission meeting: brief presentation by applicants, questions of applicants by Commissioners, and consideration of allocation recommendations to Council.
April 7, 2008	Town council meeting: adoption of resolution allocating FY 2008/09 CDBG funds; Community Grant allocations referred to town budget process. Commissioners attend to make recommendation to Council.
May 5, 2008	Town Council meeting: Public Hearing to consider FY 2008/09 Preliminary Operating Budget.
June 2, 2008	Town Council meeting: adoption of FY 2008/09 Operating Budget.